

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES

DATE: SEPTEMBER 22, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: SOKOL
SIMPSON
FRASIER
STROUGH
VANSELOW
MCDEVITT
MACDONALD
BRAYMER

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: SEEGER
VANSELOW

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF COMMUNITY SERVICES
ROB YORK, DIRECTOR
HARRY CARLSON, DEPUTY DIRECTOR-FISCAL
DENISE DiRESTA, DIRECTOR OF VETERANS' SERVICES
REPRESENTING THE OFFICE FOR THE AGING
DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING
ROSEANN O'ROURKE, COORDINATOR OF SERVICES
CYNTHIA ROSS, FISCAL MANAGER
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
REPRESENTING PUBLIC HEALTH/PATIENT SERVICES:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
GINELLE JONES, ASSISTANT DIRECTOR, PUBLIC HEALTH DIVISION
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS
COORDINATOR
TAWN DRISCOLL, FISCAL MANAGER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
JOANNE MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
SUPERVISORS BROCK
CONOVER
DICKINSON
LEGGET
MONTESI
THOM RANDALL, *ADIRONDACK JOURNAL*
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the September 22, 2016 meeting of the Health, Human & Social Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/health/>

Mr. Sokol called the meeting of the Health, Human & Social Services Committee to order at 9:44 a.m.

Motion was made by Mr. Simpson, seconded by Mr. MacDonald and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Rob York, Director, Mental Health, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mr. York introduced Allison Reynolds, Project Director of Council for Prevention. Ms. Reynolds presented facts on Suicide Prevention and answered questions from the Committee.

Next, Mr. York presented the 2017 Budget Request for the Office of Community Services, which the Committee reviewed and accepted, as presented.

This concluded the Mental Health portion of the meeting and the Veterans' Services portion commenced.

Privilege of the floor was extended to Denise DiResta, Director of Veterans' Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review Ms. DiResta reviewed the 2017 Budget Request for Veterans' Services, which the Committee reviewed and accepted, as presented.

Next, Ms. DiResta informed the Committee that she had submitted a reclassification request for her current Keyboard Specialist position to the Personnel Officer for evaluation.

This concluded the Veterans' Services portion of the meeting and Office for the Aging portion commenced.

Privilege of the floor was extended to Deanna Park, Director of Office for the Aging, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the Office for the Aging agenda review, Ms. Park presented the following requests:

- 1) To amend Resolution No. 60 of 2016 to increase the amount of the contract with the Clements Firm for legal services by \$5,000 due to increased demand and the complexity of current cases.

Motion was made by Mrs. Frasier, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the October 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize Deanna Park to attend the Leadership Institute Conference for Directors and Commissioners in Saratoga Springs, New York on October 18 – 20, 2016.

Motion was made by Mr. MacDonald, seconded by Mr. Strough and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 3) To authorize RoseAnn O'Rourke to attend the New York State Aging Services Conference in Corning, New York on October 27 – 28th, 2016.

Motion was made by Mr. Simpson, seconded by Mr. Strough and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention request form is on file with the minutes.*

- 4) To authorize Catherine Keating to attend the New York State Aging Services Conference in Corning, New York on October 27 – 28th, 2016.

Motion was made by Ms. Braymer, seconded by Mr. Strough and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention request form is on file with the minutes.*

- 5) To authorize Susan Dornan to attend the 2016 New York Connects/NWD Regional Training in Latham, New York on November 15, 2016.

Motion was made by Mrs. Frasier, seconded by Mr. MacDonald and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

This concluded the Office for the Aging portion of the meeting and the Department of Social Services (DSS) portion of the meeting commenced.

Privilege of the floor was extended to Maureen Schmidt, DSS Commissioner, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review Ms. Schmidt presented the following requests:

- 1) To fill the vacant position of Director of Countryside Adult Home, Base Salary \$50,000 - \$53,000 due to resignation.

Motion was made by Mr. Simpson, seconded by Mr. MacDonald and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 2) To authorize agreements between Warren County and its municipalities for reimbursement of a portion of the costs for recreation programs and services for 2016.

Motion was made by Mrs. Frasier, seconded by Mr. MacDonald and carried unanimously to approve the aforementioned request and the necessary resolution was authorized for the October 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize Janet Pratt and MaryAlice Chapman to attend Foundations Part 1 Training in Albany, New York on September 13 – 16, 2016 and September 20 – 23, 2016.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 4) To authorize Janet Pratt and MaryAlice Chapman to attend Child Protective Services Response Training in Albany, New York on October 3 – 7, 2016.

Motion was made by Mr. Simpson, seconded by Ms. Braymer and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 5) To authorize Cynthia Schrock Seeley and Karen Whitted to attend Performance Measures and Skills for Organizational Consulting training in Albany, New York on October 4 – 5, 2016 and October 18 – 19, 2016.

Motion was made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 6) To authorize Adrienne Rowell, Nicole Beaudette and Sara Farnsworth to attend CPS Foundations Training Part II in Albany, New York on November 15 – 17, 2016 and December 6 – 9, 2016.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the aforementioned request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Privilege of the floor was extended to Deanna Park, former Director, Countryside Adult Home, who distributed copies of the Countryside agenda to the Committee members; *a copy is on file with the minutes.*

Commencing her agenda review, Ms. Park presented the following request:

To authorize six private rooms at Countryside Adult Home for residents who can pay privately at a rate of \$125/day.

Following a brief conversation, motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the October 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Park advised she had no update to provide relative to the possibility of providing laundry services at Countryside. She also pointed out the Overtime Report included in the agenda, noting overtime expenses had remained steady. Ms. Schmidt interjected overtime use at Countryside may increase for the period the Director position remained vacant.

Ms. Park proceeded with a review of the 2017 Budget Request for Countryside, which the Committee accepted, as presented.

Finally, Julie Montero, Fiscal Manager, reviewed the 2017 Budget Request for DSS. A brief discussion ensued, following which the Committee accepted, as presented.

This concluded the Countryside Adult Home and Social Services portion of the meeting and Public Health/Patient Services portion of the meeting commenced.

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services who distributed copies of the agenda to the Committee members; *a copy is on file with the minutes.*

Commencing the agenda review Ms. Auer presented the following requests:

- 1) To authorize Maureen Linehan and Lisa Morton to attend Provisions for the Quality of Life in Palliative Care training in Utica, New York on November 17, 2016.

Motion was made by Mr. Simpson, seconded by Mr. MacDonald and carried unanimously to approve the request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 2) To authorize Jodi Brynes to enroll in a job related course entitled Advanced Practice Nursing Capstone Practicum, through Chamberlain College of Nursing and receive reimbursement of 50% of the course cost of \$2,582.00 (\$1,291.00) plus 50% of course fees and books upon completion of the course with a grade of C or better.

Motion was made by Ms. Braymer, seconded by Mr. Strough and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

- 3) To amend the 2016 Warren County Budget in the amount of \$963.33 to reflect the receipt of an insurance recovery payment for repairs related to a fleet vehicle.

Motion was made by Mr. Strough, seconded by Mr. MacDonald and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- 4) To authorize a transfer of funds totaling \$44,718 between various budget codes to cover the cost of per diem nurses for the remainder of 2016.

Motion was made by Mr. Strough, seconded by Mr. MacDonald, and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

- 5) To authorize Toni Roth to attend the 2016 New York State WIC Managers Workshop in Suffern, New York on October 25 – 27, 2016.

Motion was made by Ms. Braymer, seconded by Mrs. Frasier, and carried unanimously to approve the request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

- 6) To authorize Ginelle Jones to attend the 2016 New York States Association of County Health Officials Public Health Leaders' Summit in Clayton, New York on October 5 – 7, 2016.

Motion was made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously to approve the request. *A copy of the authorization to Attend Meeting or Convention form is on file with the minutes.*

- 7) To authorize participation in a Five (5) County Grant application involving Essex, Franklin, Hamilton, Washington and Warren Counties for a two-year period that would target Diabetes reduction and intervention strategies. The cost for the grant writer would be \$700.00 for each County utilizing the DSRIP (Delivery System Reform Incentive Payment Program) funds.

Motion was made by Mr. Strough, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the October 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 8) To authorize a new contract with Vicky Wheaton-Saraceni to provide grant writing services and project organization services in the amount of \$700 commencing on October 24, 2016.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request and authorize the necessary resolution for the October 21st Board meeting. *A copy of the resolution request is on file with the minutes.*

- 9) To fill the vacant position of WIC Nutrition Facilitator, Base Salary \$39,979, due to retirement.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Next, Tawn Driscoll, Fiscal Manager, gave an update on the monthly financials, which was followed by an update on personnel provided by Ms. Auer.

Ms. Driscoll then proceeded to review the 2017 Budget Request for Public Health, which the Committee subsequently accepted, as presented.

Moving along, Mr. Sokol advised of the need for an executive session and he asked Mary Elizabeth Kissane, Assistant County Attorney, to state the purpose of such. Mrs. Kissane announced an executive session was necessary to discuss pending litigation.

Motion was made by Mr. Simpson, seconded by Mr. MacDonald and carried unanimously to enter into executive session pursuant to Section 105(d) of the Public Officer's Law.

Executive session was held from 11:13 a.m. until 11:21 a.m.

Upon reconvening, Mr. Sokol announced that no action had been taken during the executive session.

Based on discussion held during executive session, Mrs. Kissane suggested a motion to accept a settlement in the amount of \$14,000 on behalf of Westmount Health Facility in the matter of Warren County v. Josephine Cooper and Naomi Cooper.

Motion was made by Mr. Simpson, seconded by Mr. McDevitt and carried unanimously to approve the settlement as suggested by Mrs. Kissane and the necessary resolution was authorized for the October 21st Board meeting.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. Simpson and seconded by Mr. Strough, Mr. Sokol adjourned the meeting at 11:21 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board